

# **SHELTER HARBOR FIRE DISTRICT**

## **ANNUAL MEETING**

**9:00 A.M., Saturday, August 8, 2015**

**St. Andrew Lutheran Church**

**East Beach Road**

**Charlestown, RI**

**Draft Minutes**

### **I. Call to Order**

**Fire District Moderator Tom Lloyd declared a quorum was present and called the Annual Meeting to Order at 9:07 a.m.**

### **II. Pledge of Allegiance**

**The residents pledged allegiance to the flag.**

### **III. Moderator's Comments**

**Tom Lloyd made an announcement to thank and recognize Aaron Perkins and the lifeguard team for their dedicated and professional service to the Shelter Harbor community. Mr. Perkins addressed the meeting and explained the status and objectives of the lifeguard team. He mentioned new equipment, in particular AED and oxygen, are available to the lifeguard staff. He mentioned continued efforts are underway to maintain and improve cooperation with neighboring communities. He also made particular note of the individual team residents and thanked them for their service.**

**Tom Lloyd welcomed all residents to the meeting. The Board residents all introduced themselves to the meeting. Mike McEntee, Bob Hatfield, Rick Wiatrowski, Vivian Duff, Tom Lloyd, John Bruno, Maryann Nardone. All officers and Board residents are present, except the Clerk Nonie Price who was excused for personal reasons.**

**The Moderator provided a digest of the more outstanding events during the past year. Some of the matters mentioned included the successful negotiation of a new fire protection contract with the Dunn's Corners Fire District on favorable rates and terms. The contract will be presented to the residents later in the agenda for discussion and action. Mark Pratt was thanked for his assistance in negotiating the new fire protection contract. Glen Berwick, John Bruno, and Bob Hatfield also helped the Moderator in the fire protection contract negotiations.**

**Tom Lloyd mentioned several aquaculture applications were reviewed and scrutinized - one was approved for an experiment. The Moderator mentioned his expectation that further aquaculture applications will be made and evaluated by the Board during the coming year.**

**The Moderator explained the new general law requirements imposed on the Fire District and the additional reporting and regulatory obligations. The Moderator also mentioned that additional legislative and/or regulatory obligations may be imposed on fire districts. The**

**Moderator also highlighted some statewide news items and provided a digest of policy issues he thought would be of interest to the meeting.**

**The Moderator acknowledged the work of Jack Waters and Bob Hatfield to coordinate tree trimming in the spring and after the recent July storm event. It was mentioned that brush would continue to be collected and removed during the coming weeks.**

**Tom Lloyd reminded everyone to use their good judgment and not speed in the community and to remember to pick-up their dog waste.**

#### **IV. Approval of the Minutes from the Annual Meeting, August 9, 2014**

**A motion was made to approve the Annual Meeting minutes for August 9, 2014. The motion was seconded. The motion passed unanimously by a hand vote.**

#### **V. Appointment of Parliamentarian**

**Tom Lloyd made a motion to appoint Joe Rucci as the Parliamentarian for today's meeting. Mr. Rucci accepted the appointment.**

#### **VI. Announcements:**

##### **A. Moment of Silence in Remembrance:**

**The Moderator requested the meeting observe a moment of silence for the following persons: Joan Sexton; and John W. Visnauskas,**

**M.D.**

**B. Introduction of New Residents:**

The following new residents' names were read and were asked to stand, if present: Roland Hellwig, 25 Verdi; Clay Howland and Amy Grundt, 84 Donizetti Road; Jim Kavanaugh and Peg Mancini, 52 Gounod Road; Tom and Margaret Lamb, 67 Wagner Road; Steven and Lauri Sweeney, 10 Brahms Road.

**THE MODERATOR ACKNOWLEDGED THE FOLLOWING PERSONS FOR THEIR VOLUNTEER SERVICE TO THE SHELTER HARBOR COMMUNITY DURING THE PAST YEAR:**

**C. Thanks to Liz Miller for producing the 2015 Directory**

**D. Thanks to Bob Duff for updating and managing the SHFD website**

**E. Thanks to Mary Harrop for assembling the community functions flyers**

**F. Thanks to Rochelle and Jim Levins for distributing the Beach Passes**

**G. Thanks to Bob and Heidi Palumbo for running the logo wear**

**H. Thanks to Jack Hardick for conducting the annual audit of the**

## **SHFD finances**

**I. Thanks to Karen Matheson and team for maintaining the Beanpot gardens on Wagner Road and at Grove Dock.**

**J. Thanks to Brenda Manning and Phyllis Visnauskas for organizing the SHFD Ladies' Luncheon**

**K. Thanks to Rochelle Levins for organizing the Thursday mornings Mah Jongg**

**L. Thanks to Mary Harrop, Helene Hardick, and several other volunteers for planning the 4th of July Weekend Activities**

**M. Thanks to Jayne Staley and the Lloyd family for use of the Landing for 4th of July activities**

**N. Thanks to Bruno and Mary DiCecco for the summer tennis tournaments**

**O. Thanks to Rochelle and Jim Levins and Sue and Ted Silver for running the Book Swaps**

**P. Thanks to Helene Hardick for organizing the Adult Cocktail Party**

**Q. Thanks to Harriet Lloyd for organizing the Art Show at Staley's**

## **Landing**

**R. Thanks to John Bruno for the Westerly Band Concert**

**S. Thanks to Karen and Nick Manuzzi for organizing the “Pond Paddle”**

**T. Thanks to Carl and Val Blume for organizing the Social Hour after the Annual Meeting**

**U. Thanks to John and Dorothy Bruno and Team for their work on the Annual Beach Party**

**V. Thanks to Mark Kane for organizing and running the Shelter Harbor Kids' Fishing Derby**

**W. Thanks to Rochelle and Jim Levins for the Harborlicious Friday Cocktail Parties at Harbor Field**

**X. Thanks to Steve and Karen Matheson for coordinating Dinner for 8**

**Y. Thanks to Roland Hellwig for donating his time and effort to help Karen Matheson and team maintain the Beanpot gardens on Wagner Road and at Grove Dock**

**Z. Thanks to ALL SHFD Volunteers for their efforts to make SH a**

wonderful place

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## **VII. Report of the Tax Collector**

The Tax Collector, Harry Gregory, provided a report to the meeting explaining the tax collection status for the Fire District. The Tax Collector explained that the Fire District has accomplished a tax collection rate of 99 percent, with only \$1,200.00 outstanding in uncollected tax revenue. Some residents overpaid and some underpaid the cents calculated on their tax bills. The Collector asked whether the residents had any objection to rounding out the payment irregularities. A typographic correction was made to one figure in the report.

A motion was made to accept the Tax Collector's report, as amended. The motion was seconded. The motion passed unanimously by hand vote.

## **VIII. Report of the Treasurer**

The Treasurer, Glen Berwick, provided several reports regarding the revenues and expenditures during the past fiscal year. Several residents asked questions regarding particular expenditures.

A question was asked regarding the land use/litigation fund balance. A discussion followed regarding the past use of the fund, the possible future uses of the fund and the need to continue to add tax

revenues to the fund. The Moderator explained the basis and use of the funds.

A motion was made to accept the Treasurer's reports. The motion was seconded. The motion passed unanimously by hand vote.

#### **IX. Report of the Auditor**

The Auditor, Jack Hardick, filed a report that he had conducted an audit of the Fire District's fiscal activities and had no findings to report. Mr. Hardick was absent from the meeting. John Bruno read the Auditor's report to the meeting. No questions were posed.

A motion was made to accept the report. The motion was seconded. The motion passed unanimously by hand vote.

#### **X. Comments on Reports of Committees and Agents**

##### **A. Beach**

Vivian Duff, Chair of the Committee, made a presentation on the activities undertaken by the Beach Committee. Ms. Duff made particular acknowledgement to the Committee members and the many community volunteers for their service to the community.

Ms. Duff made mention that digging on the beach must be undertaken with care and to please fill in the holes at the day's end. Also, Ms. Duff requested that beach users respect the serenity of others at the beach and reminded everyone that dogs are not allowed on the



**beach.**

**It was also mentioned that Mr. Perkins agreed to continue to provide lifeguard coordinating and training for the next two years.**

#### **B. Beanpot Gardens**

**No report.**

#### **C. Bylaws**

**The Chair, Joe Rucci, asked that the By-Laws report be discussed under the item of New Business, regarding the proposal to amend the By-Laws. No objections were made, so the item was moved by unanimous acclamation.**

#### **D. Community Functions**

**Mary Harrop made a presentation and explained the activities of the committee. Tom Lloyd acknowledged Mary's service to the community and announced that she will be relinquishing her service to the committee. The Moderator presented Ms. Harrop with a token to acknowledge her service.**

#### **E. Database**

**No report.**

#### **F. Directory**

**Liz Miller reminded the residents to provide any contact updates**

**timely to her so she is able to provide timely information to residents.**

## **G. Harbor Master and Assistant for Dinghies and Moorings, Boat Racks**

**John Bruno thanked several residents of the community who assisted him in his duties to keep the dinghies, moorings and boat racks in good working condition.**

**Mr. Bruno reminded the residents of the ongoing activities of the Town of Westerly's to adopt a Harbor Management Plan and Ordinance. He advised residents to monitor this undertaking.**

**Bob Hatfield reminded residents to take their boats off the racks at the season's end-it allows maintenance and repair on the racks. It also prevents theft. Locking and securing boats is imperative to prevent theft.**

## **H. Finance**

**Mark Pratt made a presentation regarding the Finance Committee and thanked the residents for their service. Mr. Pratt gave a presentation on the results of the negotiations with the Dunn's Corners Fire District fire protection contract, the reasons for the increase in the cost of services for fire protection and a comparison of costs for Shelter Harbor to provide the fire protection services themselves and neighboring communities' costs for fire protection services.**

Questions were presented by residents and a discussion ensued regarding the reasons for the increased costs of the fire protection contract. Another question was presented regarding the conditions of the community's roads and the expected costs for upgrades.

A motion was made and seconded to authorize the Moderator to sign the fire protection contract with the Dunn's Corners Fire District, as presented to the residents at the meeting. The motion passed unanimously by hand vote.

#### **I. Long Range Planning**

The Moderator announced that this committee was not established and, therefore, has no report.

#### **J. Public Access Defibrillator**

Dr. Alan Leadbetter encouraged residents to take an AED training course and obtain certification. He mentioned that Aaron Perkins would provide personal training for those interested.

#### **K. Roads**

Jack Waters provided a report on the winter snow removal and ice treatment challenges and the recent July storm event. Mr. Waters acknowledged the efficient and timely response by the utility crews, the Fire District's contract vendors and their tree service company.

A question was asked regarding the need to improve the winter snow

removal and ice conditions in the community. Mr. Waters reported that the Board of Governors took action at their June meeting to upgrade vendor service expectations, authorized the establishment and purchase of a local sand/salt stock for the vendor's use and demanded the snow and ice removal vendor to upgrade his equipment for this service. Mr. Waters indicated that the Board of Governors planned to monitor this service and will keep the community properly informed.

#### **L. Safety and Security**

John Bruno announced that the combination for point dock for would change to "CLAM" on your phone's dial – that is 2526.

The Moderator announced that for any unleashed dogs should be reported to the Town of Westerly's Animal Control Officer at 401-348-2558. Normally a warning is issued to the offender, but continued violations may result in fines.

#### **M. Tennis**

Mary DiCecco reviewed the report she filed with the meeting. Ms. DiCecco thanked all those volunteers who assist in providing wonderful tennis opportunities for the community. The combination at the tennis court is SHTC (Shelter Harbor Tennis Courts) on your phone's dial – that is 7482.

#### **N. Website**

**Bob Duff provided an update on the status of the Shelter Harbor web-site. Eighty-six residents are now enrolled on the site. The web-site address is: [www.Shelterharbor.org](http://www.Shelterharbor.org)**

## **XI. Actions Required of the Meeting**

### **A. Approval of the Budget F/Y 2015-2016**

#### **1. Resolution to Assess and Collect Taxes**

**A motion was made and seconded to approve the Budget as presented to the meeting. A discussion followed concerning whether \$5,000 was needed in the legal/litigation fund line item. Dick Ferris made a motion to remove the \$5,000 for the legal/litigation fund line item. No second was offered. Being no other discussion, the Moderator called for a vote on the motion placed before the meeting. The motion was approved by hand vote, with one vote against adoption of the budget.**

**Harry Gregory presented a resolution regarding the assessment and collection of taxes. Harry read the resolution aloud. A motion was made and seconded. After a discussion on the resolution the Moderator called for a voice vote. The resolution passed unanimously. See Exhibit 1.**

### **B. Election of Officers F/Y 2015-2016**

**1. Moderator – Tom Lloyd (incumbent)**

**2. Treasurer – Glen Berwick (incumbent)**

**3. Tax Collector/Assessor – Harry Gregory (incumbent)**

#### **4. Clerk – Nonie Price (incumbent)**

**A motion was made to elect the above-named residents seeking election for the offices sought. The motion was seconded. The motion passed unanimously by hand vote.**

#### **C. Elections of Members of the Board of Governors (two positions)**

##### **1. Robert Hatfield**

##### **2. Michael McEntee**

**A motion was made to elect the above-named residents seeking election for the offices sought. The motion was seconded. The motion passed unanimously by hand vote.**

### **XII. Old Business**

#### **A. None**

### **XIII. New Business**

#### **A. Motion on Bylaws Amendment**

**Joe Rucci discussed the By-Laws amendments submitted to the meeting for consideration, discussion and possible action. Mr. Rucci explained the amendment would allow electors to designate documents and notices be provided from the Fire District by electronic mail instead of U.S. Postal Service.**

**In response to a question, it was mentioned that voters need to register with the Clerk to use the electronic message notice. If the electronic message notice method is not selected, the Clerk will continue to use U.S. Postal Service to notice voters.**

**A motion was made and seconded to adopt the By-Laws amendment, as presented. The motion passed unanimously by hand vote.**

#### **XIV. Public Comment**

**Michael Van Vranken made a presentation to the residents on the activities of the Shelter Harbor Conservation Society. Michael also discussed the need for and status of the Ninigret and Quonnie Ponds breachway dredging. The Coastal Resources Management Council and the Town of Charlestown have provided significant funding for the dredging projects. Mr. Van Vranken explained these projects are on-going and will hopefully be completed by next summer.**

**The Moderator mentioned all the volunteer work undertaken by Mr. Van Vranken and the Society. The meeting offered their thanks to Mr. Van Vranken and the Society for all their efforts to protect and preserve the environment of the community.**

**Residents thanked the Board for their efforts during the past year.**

#### **XV. Adjournment**

**Being no other business before the meeting, a motion was made and seconded to adjourn the meeting at 11:35 a.m. The motion passed unanimously by hand vote.**

**Respectfully submitted,**

**/s/Peter D. Ruggiero**

**Peter D. Ruggiero, District Counsel**

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**EXHIBIT 1**

**Shelter Harbor Fire District**

**RESOLUTION re Tax Assessment and Collection**

**July 1, 2015 – June 30, 2016 Fiscal Year**

**RESOLVED: That the voters of the Shelter Harbor Fire District assembled in annual meeting on August 8, 2015, hereby order the assessment and collection of a tax on the ratable real estate within the district of: \$225,925 based upon a tax rate of \$1.27 / \$1,000 of assessed value for the purposes of, including, but not limited to, paying the accounts of the district for fire prevention, for the repair of roads, docks and walks, for the payment of services rendered by**



**officers and employees of the district, for the payment of general bills and all other legal obligations or indebtedness of the district.**

**The assessors of taxes shall assess and apportion a tax on the ratable real property in the district as of the 30th day of August 2015, at 12 o'clock noon, and shall date, certify and sign the assessment, and deliver it to the Collector of Taxes of the district on or before the 1st day of September, 2015, and this tax shall be payable by 30th day of September, 2015. All taxes remaining unpaid on October 1st, 2015, shall carry a penalty at the rate of twelve percent (12%) per annum until paid.**